



Application for a San Bernardino County
Marriage Certificate

LARRY WALKER
Auditor/Controller-Recorder
County Clerk

INFORMATION: San Bernardino County only has records of marriages for licenses that were purchased in San Bernardino County. For all other marriage records you must contact the county in which the license was purchased or contact the State Office of Vital Records, 304 S. Street, P.O. Box 730241, Sacramento, CA 94244-0241. Phone Number: (916) 445-2684.

INSTRUCTIONS: Use a separate blank application for **each** record of marriage requested. **All sections must be completed in their entirety.** The fee is \$13.00 for each certified copy requested. If no record of the marriage is found, the \$13.00 fee will be retained for searching as required by statute and a "Certification of No Record" will be issued.

PAYMENT OPTIONS:

Mail orders – Check or credit card (Visa and Mastercard only). All mail orders are subject to a \$4.00 processing fee. Include with this application sufficient money, in the form of a personal check, postal or bank money order (International Money Order only for out-of-country requests), made payable to the "San Bernardino County Recorder". The fee is \$13.00 for each certified copy. Mail this application along with the fee to the San Bernardino County Recorder's Office, 222 West Hospitality Lane, San Bernardino, CA 92415. Please allow 3-5 weeks processing time.

Walk-in customers – Check or cash for same day service. Doors are open 8 a.m. to 4:00 p.m., Monday – Friday, excluding holidays.

CERTIFICATE INFORMATION – PLEASE PRINT LEGIBLY OR TYPE

1. Give all the information you have available for the identification of the record. If the information you furnish is incomplete or inaccurate, it may be impossible to locate the record.
2. This section of the application must be completed **prior to submission** and no refund or exchanges will be made after the copy has been issued. Please indicate the number of certified copies you are requesting.

Name of First Person – First Name	Middle Name	Current Last Name	Birth Last Name
Name of Second Person – First Name	Middle Name	Current Last Name	Birth Last Name
Date of Event	Number of Copies Requested	Please indicate (if known): Public Marriage Confidential Marriage ف ف	

APPLICANT INFORMATION – PLEASE PRINT LEGIBLY OR TYPE

1. **Appearing In Person:** Complete both top and bottom sections but do not sign the Penalty of Perjury statement. You will need to sign the application in front of a member of our staff. San Bernardino County requires photo identification.
2. **Mail Requests:**
 - b. Public Marriage - Complete both top and bottom sections and date and sign the penalty of perjury statement.
 - c. Confidential Marriage – **Only spouses may obtain copies of their confidential marriage.** Complete both top and bottom sections but do not date or sign the Penalty of Perjury statement. **See the reverse side of form.**

Purpose for Which Certificate is to Be Used	Relationship to Couple		
Name of Person Completing Application	Daytime Telephone Number – Area Code First		
Address – Number, Street, and Unit # (if applicable)	City	State	Zip Code

I agree not to use the marriage record obtained from this application or any portion thereof, for fraudulent purposes. I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

_____ Date

_____ Signature

BELOW SECTION FOR RECORDER'S USE ONLY

Local Registration Number	Pub ف	Conf ف	Amendment Number(s)	Bank Note Paper Number(s)	CTF, No Record
Date Processed	(Circle One) Counter Mail	Type of I.D. and Identifying Numbers			Clerk's Initials

Mail Requests – Payment may be made by check, postal or bank money order, cashier's check, Visa or Mastercard. Note: Confidential marriage requests will not be processed without a notary acknowledgment. Please check the appropriate box:

☐ Check Enclosed

☐ Money Order/Cashier's Check

☐ Credit Card # _____ V-Code _____

(V-Code is the last 3 digits on the signature
line located on the back of the card)

Type of Card _____
(Visa or Mastercard)

Expiration Date _____

(Mail, phone or fax orders are subject to a \$4.00 processing fee)

IMPORTANT

If you have a confidential marriage, you will need to sign this penalty of perjury statement in front of a notary public prior to submission.

I agree not to use the record obtained from this application or any portion thereof, for fraudulent purposes. I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature

CERTIFICATE OF ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

On _____ before me, _____,
(Date) (Name and title of the officer)

personally appeared _____, who proved to me on the basis of
(Name of person signing)

satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of officer

(Seal)